HISTORIC LANDMARKS COMMISSION

October 13, 2016

THE REGULAR MEETING WILL BE HELD AT 9:00 A.M. IN
CITY COUNCIL CHAMBERS
CITY HALL BUILDING

NOTE: IF YOU CANNOT ATTEND THIS MEETING, PLEASE CALL
THE DEPARTMENT OF PLANNING
BY 12:00 NOON, WEDNESDAY, October 12, 2016
514-4060

RANDY HICKS
CHAIRMAN

PREPARED BY THE CITY OF SUFFOLK
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT

DIVISION OF PLANNING

AGENDA

Historic Landmarks Commission Meeting
Thursday, October 13, 2016
9:00 a.m.

I. Call to Order: Chairman

II. Roll Call

III. Approval of the Minutes

IV. New Business

1. **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HC2016-00019**, submitted by Kurt W. Werth of Church Development Services, LLC, agent, on behalf of First Baptist Church-Mahan, applicant and property owner, for (1) construction of a new 12,700 square foot building, (2) demolition of an existing detached annex building, and (3) additional site improvements including the expansion of the on-site parking lot, access drive improvements and landscaping enhancements on property located at 112 Mahan Street, Zoning Map 34G11, Block (A), Parcel(s) 101*102. Also included are Zoning Map 34G11, Block (A), Parcel(s) 98, 99, 100, 103, 104, 105, 106, 107, 108*109, 126 and 127*128. The affected area(s) are further identified as being located in the Suffolk Voting Borough, zoned RU, Residential Urban, CBD, Central Business District zoning districts and HC (Historic Conservation Overlay District).

V. Staff Reports

A. Enforcement Update

B. Administrative Approvals

VI. Adjournment

MINUTES

HISTORIC LANDMARKS COMMISSION

July 14, 2016

9:00 A.M.

The regular meeting of the Historic Landmarks Commission was held on Thursday, July 14, 2016, 9:00 a.m., in the Council Chambers of the City Hall, 442 W. Washington Street, Suffolk, Virginia, with the following persons present:

MEMBERS PRESENT:
Walter Boyette
Randy Hicks
Susan Coley
Merritt Draper
John Faircloth
Oliver Hobbs
Edward King
Vivian Turner

STAFF:
Robert P. Goumas, Interim Director of Planning
Claire Jones, Interim Assistant Planning Director
Karla Williams, Associate City Attorney
Jillian Scott-Hale, Office Assistant II

The meeting was called to order by Chairman Hicks. The roll was called by Ms. Jones and the Chairman was informed that a quorum was present. The minutes of the previous meeting were approved as presented.

ELECTION OF OFFICERS:

A nomination, followed by a motion was made by Commissioner King to re-elect Randy Hicks as Chairman, and seconded by Commissioner Draper. This motion was passed by a recorded vote of 8 to 0 to 1. (Hicks *abstained.*)

A nomination, followed by a motion was made by Commissioner Faircloth to re-elect Walter Boyette for Vice-Chairman, and seconded by Commissioner Draper. This motion was passed by a recorded vote of 8 to 0 to 1. (*Boyette abstained.*)

New Business: Bylaws Amendment

Ms. Jones presented the following amendments to the Bylaws of the City of Suffolk Historic Landmarks Commission for approval:

- Article III, Members, Section 2, Qualifications: Correction of state agency name to read, "Virginia Department of Historic Resources"
- Article IV, Officers, Section 2, Election and Term of Office: Correction of department name to read, "Department of Planning and Community Development"
- Article V, Section 3, Election Meeting and Annual Meeting: Change of date for the annual meeting to elect officers to be held in July

A motion was made by Commissioner Faircloth and seconded by Commissioner Hobbs, with a recorded vote of 8-0 to accept the amendments to the Bylaws of the City of Suffolk Historic Landmarks Commission.

New Business: Enforcement Update

Donald Bennett, (Planning & Community Development) reported on the following properties:

342 N. Main Street –property maintenance violation: failure to scrape and paint, property owner fined $100

115 Wellons Street – property maintenance violation, case continued until August 4, 2016

356 N. Main Street – property maintenance violation, property owner fined $100

Commissioner Faircloth requested that the Commissioners receive monthly updated status reports of properties in the district that may be in the review process for property maintenance or zoning issues.

There being no further business, the meeting was adjourned at 9:13a.m.

HISTORIC LANDMARKS COMMISSION July 14, 2016			Motion: Amendment to the Bylaws TO: Faircloth 2nd: Hobbs	
COMMISSIONERS	ATTENDANCE		Bylaws VOTE: 8-0	
	PRESENT	ABSENT	YES	NO
Boyette, Walter, ***Vice-Chairman***	X		X	
Coley, Susan M.	X		X	
Draper, Merritt	X		X	
Faircloth, John	X		X	
Hicks, Randy, ***Chairman***	X		X	
Hobbs, Oliver	X		X	
King, Edward L.	X		X	
Turner, Vivian	X		X	

CITY OF SUFFOLK

442 W. WASHINGTON STREET, P.O. BOX 1858, SUFFOLK, VIRGINIA 23439-1858
PHONE: (757) 514-4060 FAX: (757) 514-4099

DEPARTMENT OF
PLANNING & COMMUNITY DEVELOPMENT

Division of Planning

To: Historic Landmarks Commission

From: Kevin M. Wyne, AICP, Principal Planner

Date: October 13, 2016

Subject: **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HC-2016-19,** submitted by Kurt W. Werth of Church Development Services, LLC, agent, on behalf of First Baptist Church-Mahan, applicant and property owner, for (1) construction of a new 12,700 square foot building, (2) demolition of an existing detached annex building, and (3) additional site improvements including the expansion of the on-site parking lot, access drive improvements and landscaping enhancements on property located at 112 Mahan Street, Zoning Map 34G11, Block (A), Parcel(s) 101*102. Also included are Zoning Map 34G11, Block (A), Parcel(s) 98, 99, 100, 103, 104, 105, 106, 107, 108*109, 126 and 127*128. The affected area(s) are further identified as being located in the Suffolk Voting Borough, zoned RU, Residential Urban, CBD, Central Business District zoning districts and HC, Historic Conservation Overlay District.

STAFF REPORT

Background

On August 14, 2014, the applicant received a Certificate of Appropriateness for 1) the demolition of an existing residential structure located at 403 North Main Street; 2) the demolition of an existing residential structure, an existing annex building to the main sanctuary building of the First Baptist Church Mahan Street, and a portion of an existing parking lot, all located at 409 N. Main Street; 3) the construction of a new social hall building/addition to the First Baptist Church Mahan located at 106 and 108 Mahan Street; and 4) other associated site improvements, including the expansion of the existing adjacent parking lot and access drives, the construction of a dumpster enclosure, and the construction of a brick veneer and decorative aluminum fence. The applicant has acted on some of the approvals listed above, namely, the demolition of the 403 N. Main Street structure and the demolition of the non-contributing residential structure at 409 N. Main Street. No action has been taken on the other approvals as outlined above.

Public Notice

Public notice of this meeting was published in the newspaper and notices were mailed to adjacent property owners.

Proposed Action

As you may recall, portions of the church's assemblage are located within the Historic Conservation Overlay District while other portions are located just outside the district. Specifically, the existing church building is located outside of the Historic Conservation Overlay District. The proposed construction of a new sanctuary, however, would be located within the overlay district and subject to the Commission's oversight.

The applicant's request consists of the following three (3) separate parts:

- The construction of a new 12,700 square foot building that will include a 450 seat sanctuary, a fellowship hall, a café, restroom facilities and classroom and office space on parcels located within the Historic Conservation Overlay District;
- The demolition of an annex building located within the district that was a part of the previous Certificate of Appropriateness approved on August 14, 2014. The approval on the demolition was not acted on within six (6) months of the 2014 approval, thus, in accordance with Section 31-413(i) of the City of Suffolk's Unified Development Ordinance, it has expired.
- The expansion of an on-site parking lot, reconstruction of access points, dumpster pad with vegetated screening and landscaping enhancements. These improvements will take place on parcels located both within and outside of the Historic Conservation Overlay District.

Surrounding Characteristics

The church site is located in a Historic Entry Corridor, as you approach the downtown area from the N. Main Street/Constance Road intersection. The site is surrounded by a collection of both contributing and non-contributing structures. Below, please find a list of adjacent structures.

416 N. Main Street- A non-contributing commercial building consisting of stucco. Built in 1980, it is home to an optometry office.

415 N. Main Street- A contributing detached house utilized by the church. Built in 1885 in the Vernacular style, it is a 2 ½ story, wood framed (weatherboard), two-bay structure with a gable roof.

412 N. Main Street- A non-contributing commercial structure, built in 1975. The building is a one-story cinder block structure and formerly housed Tony's Trophies.

408 N. Main Street- A non-contributing commercial structure, built in 1970. The brick structure is home to Old Bay Seafood.

404 N. Main Street- A contributing detached house, built in 1885 in the Vernacular Italianate style. It is a wood frame with aluminum siding. It is currently utilized as an apartment building.

400 N. Main Street- A contributing detached home, built in 1840 in the Federal style.

356 N. Main Street- A contributing detached house, which formerly housed the City's Post Office. It was constructed in 1785 in the Federal style. The structure has undergone extensive rear additions in the 1920's. It is a wood frame structure that consists of aluminum siding.

351 N. Main Street- A contributing commercial structure currently serving as a car wash use. It is a Vernacular structure built in 1920. The former filling station is wood framed with a gable roof.

Demolition

Main Sanctuary Annex Building – This building is a small, one-story, non-contributing structure and was previously granted approval for demolition in 2014. The all brick building consists of approximately 1,000 square feet.

Building Design

As outlined above, the applicant is requesting to construct a new 12,700 square foot building to serve as the new main sanctuary. The proposed building will be located at the northwest corner of North Main and Mahan Streets, and is proposed to contain a 450 seat sanctuary, a fellowship hall, a café, restroom facilities, offices and classrooms. The building, at its tallest point, which will be located at its northeast corner, will be 30 feet in height. This includes the corner entryway with a small tower. The bulk of the structure will be approximately 25 feet in height and will have a standing seam metal roof with a parapet.

The building is proposed to be constructed of faux brick EIFS (exterior insulation and finish system), also commonly referred to as synthetic stucco) of a color that will match the existing sanctuary. The applicant proposes to articulate the façade using several horizontal accent bands consisting of EIFS colored white and pilasters consisting of faux brick and an EIFS accent band to match the rest of the structure, as shown in the attached elevations. The pilasters will be topped with an EIFS cap, white in color.

The north elevation is proposed to serve as the principal façade with a tower at the northeast corner featuring the main aluminum and glass storefront entrance. The entrance tower will include one double-leaf aluminum entry door, an EIFS canopy and cornice above, and signs on the north and west sides. This elevation also features ten (10) 16 over 16 double hung, vinyl clad sash windows, which mimic the rhythm and design of the windows on the original church building. Above each window will be a faux brick jack arch with a keystone in its center consisting of EIFS.

The east elevation facing North Main Street will have four (4) 16 over 16 double hung windows, matching those on the rest of the structure. Additionally, on this elevation the main entrance and its canopy will be visible. This elevation will feature a separate principal entrance accessible

from Main Street with an EIFS canopy and two double-leaf aluminum storefront doors. Lastly, this elevation will feature four (4) areas where, in place of windows, the structure will consist of faux brick arranged in a herringbone pattern.

The south elevation, facing Mahan Street, will feature seven (7) windows that will match the others on the structure. Additionally, this elevation will utilize an entrance of its own, consisting of double-leaf aluminum storefront doors with an EIFS canopy. This elevation will also have a raised panel hollow double-leaf metal door. Staff notes that, instead of the utility fixture shown on the provided elevations, the lighting for this entrance should utilize a decorative fixture in keeping with the style of the building and its location on a principal façade.

The rear elevation, which will face the existing church building, will be absent of most architectural features detailed on the more highly visible elevations outlined above. This elevation will have three (3) windows, matching the others on the structure, two (2) pilasters, a double-leaf aluminum storefront door and two single-leaf metal service doors.

The building will have frontage on two (2) adjacent streets, as it will sit at the northwest corner of the intersection of N. Main and Mahan Streets. The building will be located approximately 10 feet from the right-of-way line on N. Main Street and approximately 10 feet from the right-of-way line on Mahan Street. On both frontages green space will be provided between the sidewalk and building line where practical. The proposed 10 foot setback on the Mahan Street side roughly aligns it with the existing sanctuary building to its west. The 10 foot setback from N. Main Street is closer than most of the adjacent residential structures to its north, which are located approximately 25 feet from the right-of-way line. However, lesser setbacks are common on the eastern side of N. Main Street and south of Mahan Street, as five (5) of the seven (7) developed parcels within 230' of the church site have setbacks of less than 10 feet.

The submitted plans depict two (2) signs above the main entrance off of N. Main Street at the current ingress/egress point to the church's parking area. One (1) sign will face the church's office building located at 415 N. Main Street and the other will directly front N. Main Street. The signs on the two (2) separate elevations will match and consist of channel letters reading "Mahan Street" in larger font on the top and "First Baptist Church" in smaller font on the bottom. Behind the copy and extending above it will be a cross, black in color.

Site Modifications

In addition to the proposed construction of the 12,700 square foot structure, several modifications to the site are planned. Specifically, outside of the Historic Conservation Overlay District, the Church plans to expand the parking lot area from the north to the south, towards Mahan Street west of the existing sanctuary. This will bring parking towards Mahan Street and the closest parking bay will be separated from Mahan Street by 15 feet of landscaped area. Additionally, on the Church Street side, this newly expanded area will be separated from the right-of-way by a 15 foot landscaped buffer. As mentioned above, this part of the proposed site improvements will be located outside of the Historic Conversation Overlay District.

Presently, the site has two (2) points of ingress/egress. One (1) point is on N. Main Street and the other is opposite of this point, on Church Street. The access point off of N. Main Street, which is

within the district, will be enhanced. Presently, this point is approximately 20 feet in width. Plans call for the widening of this access point by increasing its width to 25' and flanking it with green area on both its north and south.

Plans also call for the creation of a dumpster pad at the north of the Church Street point of access. Provided materials show that the dumpster pad will be screened utilizing enhanced vegetation. Plans do not indicate an enclosure for the pad site. This particular area is located outside of the district.

Applicable Regulations

For the Commission's reference and understanding, listed below are the following regulations and policies that apply to this project. It is the Commission's responsibility to ensure that the Historic District Design Guidelines are met. Other zoning and design standards will need to be addressed as part of the site plan review process.

Unified Development Ordinance

Section 31-403(a), CBD (Central Business District)

> The CBD district provides concentrated downtown civic, retail, service, office, and other uses in the existing central business district of the City of Suffolk. Urban design standards are required in order to promote pedestrian activity and to maintain the unique character of the center.

Section 31-408(g), Specific CBD and VC District Criteria

- All buildings shall have a principal entrance opening to a street, square, plaza or sidewalk.
- No surface parking shall be permitted in front of a principal structure and not more than one row of parking shall be located in the side yard.
- Service entrances and service yards shall be located only in rear or side yard.
- The first floor of all non-residential buildings shall be designed to encourage and complement pedestrian-scale activity by the use of windows, doors arranged so that the use are visible from and/or accessible to the street.
- Provide a covered entryway in keeping with the intent of non-residential buildings providing canopies or other building entrances.

Section 31-413, HC, Historic Conservation Overlay District

1. Section 31-413(a)(3) Purpose and Intent. The district is designed to protect designated landmarks and other historic or architectural features and their surroundings within a reasonable distance from destruction, damages, defacement and obviously incongruous development or uses of land. It is also designed to ensure that buildings, structures or signs shall be erected, reconstructed, altered or restored so as to be architecturally compatible with the historic landmark buildings or structures within the district.

2. Section 31-413(f)(1), Certificate of Appropriateness: Where exterior appearance of any structure as viewed from any street or public way is involved, the Zoning Administrator shall issue no permit for erection, alteration, or improvement unless and until a Certificate of Appropriateness has been issued.

3. Section 31-413(g)(2), General Considerations
   B. The appropriateness of the general design geometry and proportions, structural arrangement, building materials, texture and color of the proposed building, structure or appurtenant element in relation to such factors as the compatibility with similar features of buildings or structures within the area circumscribed by the subject overlay district(s).
   D. The extent to which the building, structure or appurtenant element will be harmonious with or architecturally incompatible with the historic buildings within the subject overlay district(s).
   E. The compatibility of planned improvements and renovations with the architectural and historic quality, character, and scale of the historic buildings in the City of Suffolk.

4. Section 31-413(g)(7), Approval of Major Action by the HLC
   (ii) Construction of a new main building at any location or a new accessory building on a site adjacent to a designated landmark site.
   (ix) Illuminated signs or any sign over 32 square feet in area.

Section 31-602, Design Standards

1. Section 31-602(b)(3), Massing: For the CBD, the massing of buildings shall be compatible with buildings on adjacent lots and parcels.

Suffolk Historic District Design Guidelines

1. Chapter 1, Section D, Special Areas within the Local Historic District, Historic Entry Corridors: The Historic Entry Corridors are the commercial areas along West Washington Street and North Main Street between the Historic Urban Core and the outer edge of the Historic District. These areas are less urban in character with lower buildings, more open space between buildings and an intermixing of residential and commercial buildings along the street.

2. Chapter 1, Section F, Goals within the Historic Conservation Overlay District,
   - Compatibility of New Construction with the Historic Character of the District: New commercial, residential, and civic infill construction should be appropriate in size, style, details, material and mass for the area in which it is being built. While it is generally not desirable to replicate historic structures, new construction should be compatible with and add to the overall character of the Historic Conservation Overlay District.
   - Streetscape Enhancements Compatible with the Historic District - Improvements to the streetscape environment are important to make the

district more appealing....Emphasis should be placed on making sidewalks and the pedestrian environment more attractive and accessible.

3. Chapter 6, Section A(A.2), Historic Entry Corridors, The preservation of the Historic Entry Corridors' character shall be achieved through the impaction of the following goals:
    - Rehabilitation of historic building facades
    - Adherence to design standards for new construction which respects the historic urban character of the area
    - Strengthening of the street edges
    - Installation of enhancements to the pedestrian environment
    - Reuse of abandoned or under-utilized buildings

4. Chapter 6, Commercial Building Design Consideration, Goals for preservation in the Historic Entry Corridors should include the following:
    - Appropriate design of new infill construction
    - Strengthening of the street edges
    - Enhancement to the pedestrian environment
    -

5. Chapter 6, Section E(E.2), Signage Design: When attached to a facade, a wall-mounted sign can consist of either attached or mounted simple letters or signboard. Within the Historic Urban Core wall-mounted signage should serve as the primary form of signage on mercantile buildings.

    The size of a wall-mounted sign is based on one square foot of sign area for every two feet of length of the primary façade, Sign letters cannot exceed 18 inches in height or 45 square feet in area. A wall sign should be attached to the building's primary façade above the first story display windows, typically above the awning but below the second floor windows. If the building is an institutional use then it is customary to attach the signage by individual letters in the frieze of the cornice. A wall-mounted sign is permissible in lieu of an awning sign.

    Wall-mounted signs for residential and religious buildings should be limited to a maximum of 12 square feet in size and should be mounted above or adjacent to the main entrance.

6. Chapter 7, New Construction. This chapter provides detailed guidance on all proposed new construction within the district and it's applicable to the proposal in its entirety. As such, staff advises that all of Chapter 7 be referenced in determining the appropriateness of the proposal. Additionally, the most pertinent sections of Chapter 7 are detailed below.
    - New infill construction in the Historic Conservation Overlay District should contribute to and emphasize the characteristics that define the district's uniqueness.
    - Preserving the Rhythm of Building Facades - New construction within the Historic Entry Corridors should be scaled to the residential scale of the area and designed to complement the residential setting.

- Materials for New Construction – New buildings within the Historic Entry Corridors should be designed and constructed of materials which closely resemble the materials originally used on historic buildings. The duplication of historic details to the point where new construction is not distinguishable from old is not recommended.
- Columns/Pilasters that are part of a new in-fill building are to relate to the architectural style proposed for the new building as well as the style, size, and character of adjacent historic buildings. If the new building is a church, the new design of columns and pilasters should be similar in size and proportion to typical historic churches.
- Setbacks are a requirement which ensure that new construction is appropriately set back from the property line. Ensure that setbacks and spacing of any new building relates to the character of the historic buildings in the immediate area. New church buildings and other institutional buildings should be set back from the front property line if a low screen wall or fence is used to continue the line of the street edge.

7. Chapter 7, Section F, Mercantile Building Guidelines, Materials for New Construction: New buildings within the Historic Urban Core and the Historic Entry Corridors should be designed and constructed of materials which closely resemble the materials originally used on historic buildings. In the Historic Urban Core most buildings are constructed of brick although a few have some stone and tile. Exterior details, which typically would have been made of stone, can be made of materials such as stone, recast concrete, stucco, tile, or other materials, which achieve this appearance.

8. New buildings within the Historic Entry Corridors, which are designed to match the residential style typical for this sub-area, should be constructed of materials such as brick or clapboard siding typically used on historic residences, although alternative siding materials may be used with the approval of the Historic Landmarks Commission.

Secretary of the Interior Standards

The Secretary of the Interior does not provide specific guidelines for new construction within historic districts. However, standards nine (9) and ten (10) of the Secretary's Standards for Rehabilitation offer the following when considering additions or related new construction:

- New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

- New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Staff Analysis

The annex wing of the existing First Baptist Church Mahan Street main sanctuary is not contributing to the district. Staff finds that the proposed demolition would not adversely impact the district.

From a massing and scale perspective, the proposed construction of a new sanctuary building for First Baptist Church Mahan Street is consistent and compatible with the general guidelines, commercial building design considerations, and considerations for new construction along the Historic Entry Corridor as established by the Suffolk Historic District Design Guidelines. There are no parking lots fronting on N. Main Street, the building will be compatible with surrounding structures in the area from a setback standpoint and will be easily distinguishable from contributing structures from a design perspective. The proposed setback is also consistent with established development in the area, which includes buildings with setbacks ranging from 25 feet to less than 10 feet.

As proposed, the exterior of the sanctuary building will be constructed of faux brick EIFS with EIFS details designed to mimic concrete. The Historic District Guidelines specify that materials used in new construction should closely resemble historic materials, typically brick or wood. Brick veneer was previously approved for this project and has been utilized in other new construction projects in the district. EIFS is a modern, lightweight material that can mimic the appearance of brick, but does not provide the texture or substance of brick. It is staff's opinion that brick veneer, which was previously approved for this project and for similarly prominent projects in the district, is a more appropriate material for the proposed sanctuary. This type of brick veneer more closely resembles historic materials typically found within the district.

Two (2) signs are proposed in conjunction with this application as described above. The signs are proposed to consist of black acrylic material and will be backlit. The signs are proposed to measure approximately 20 square feet in area. Chapter 6, Signage Design, outlines guidance for the placement of signage within the district. Specifically, it notes that sign letters should not exceed 18 inches in height and the area of signs should not exceed 45 square feet. This section does specifically mention religious uses and notes that their wall signage should not exceed 12 square feet. However, due to the approximately 220 linear feet of frontage the proposed structure will have on North Main and Mahan Streets, the allowance of two (2) separate 20 square foot would be in proportion to the size of the structure and would meet the intent of the guidelines. Lastly, provided the backlit signage does not produce any light trespass onto the adjacent street, this method of lighting will be compatible with the district guidelines.

Summary and Recommendations

Based on the above findings-of-fact, staff recommends **approval** of HC-2016-19 with the conditions noted below.

1. Construction of a new sanctuary building of brick veneer with EIFS details, as shown in the provided attachments.

2. Lighting on all façades fronting on public streets shall utilize decorative fixtures designed to match the proposed building.

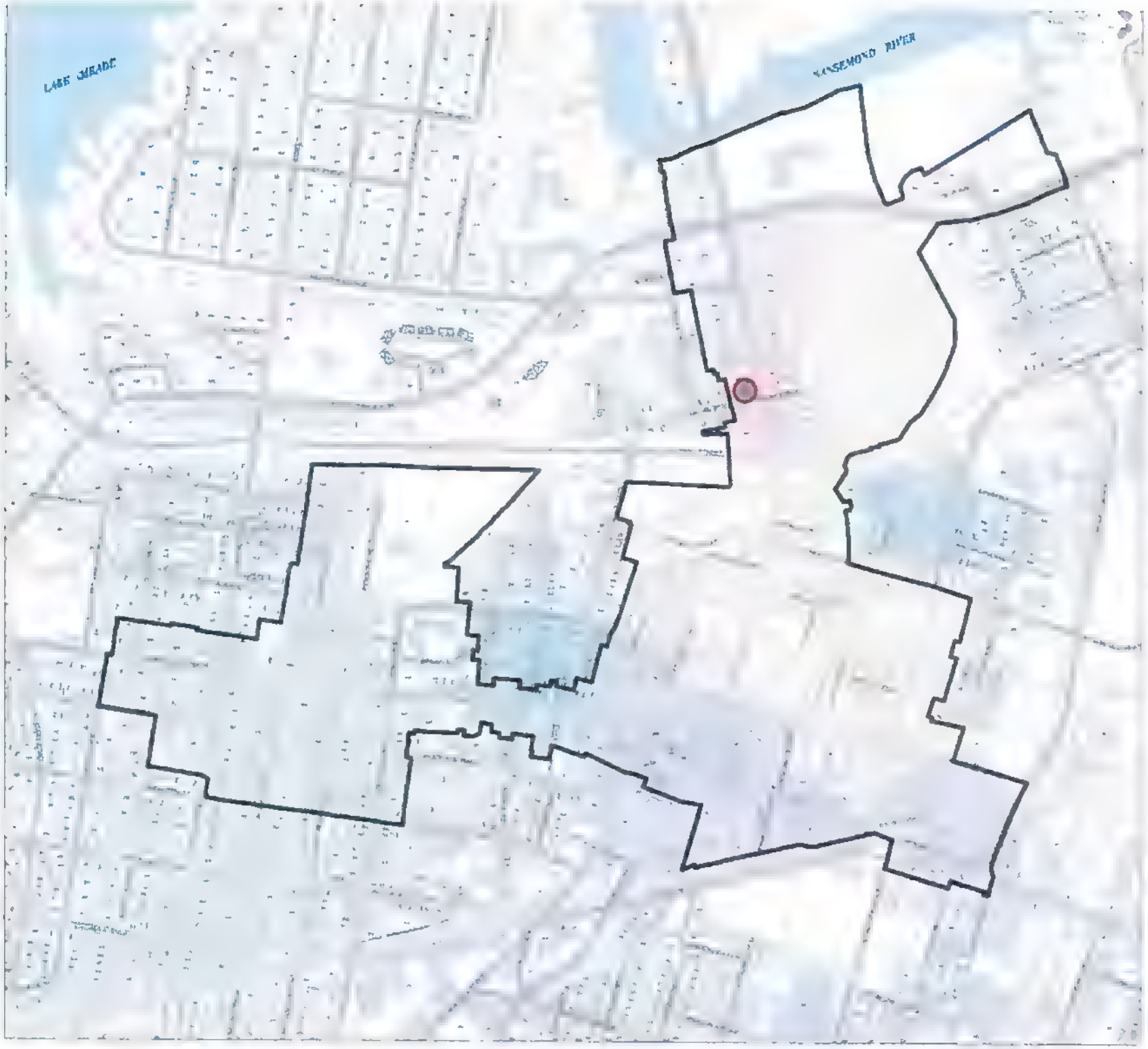
3. Installation of two (2) 20 square foot signs with indirect lighting as proposed.

4. All site improvements are subject to review through the City of Suffolk's site plan approval process.

5. All required permits shall be obtained from the City of Suffolk.

Attachments

cc: Kurt Werth, CFO Church Development Services



Suffolk Historic & Cultural Overlay District & National Register Historic Districts

HC2016-19

LEGEND

Suffolk Historic & Cultural Conservation Overlay

NATIONAL REGISTER HISTORIC DISTRICTS

Original Suffolk District (1987)

North Main Street Extension District (1988)

East Washington Street District (2002)

West End District (2004)

West End District Expansion (2004)

Suffolk Downtown Expansion (2004)

Cedar Hill Cemetery (2006)

N

1" 2,400

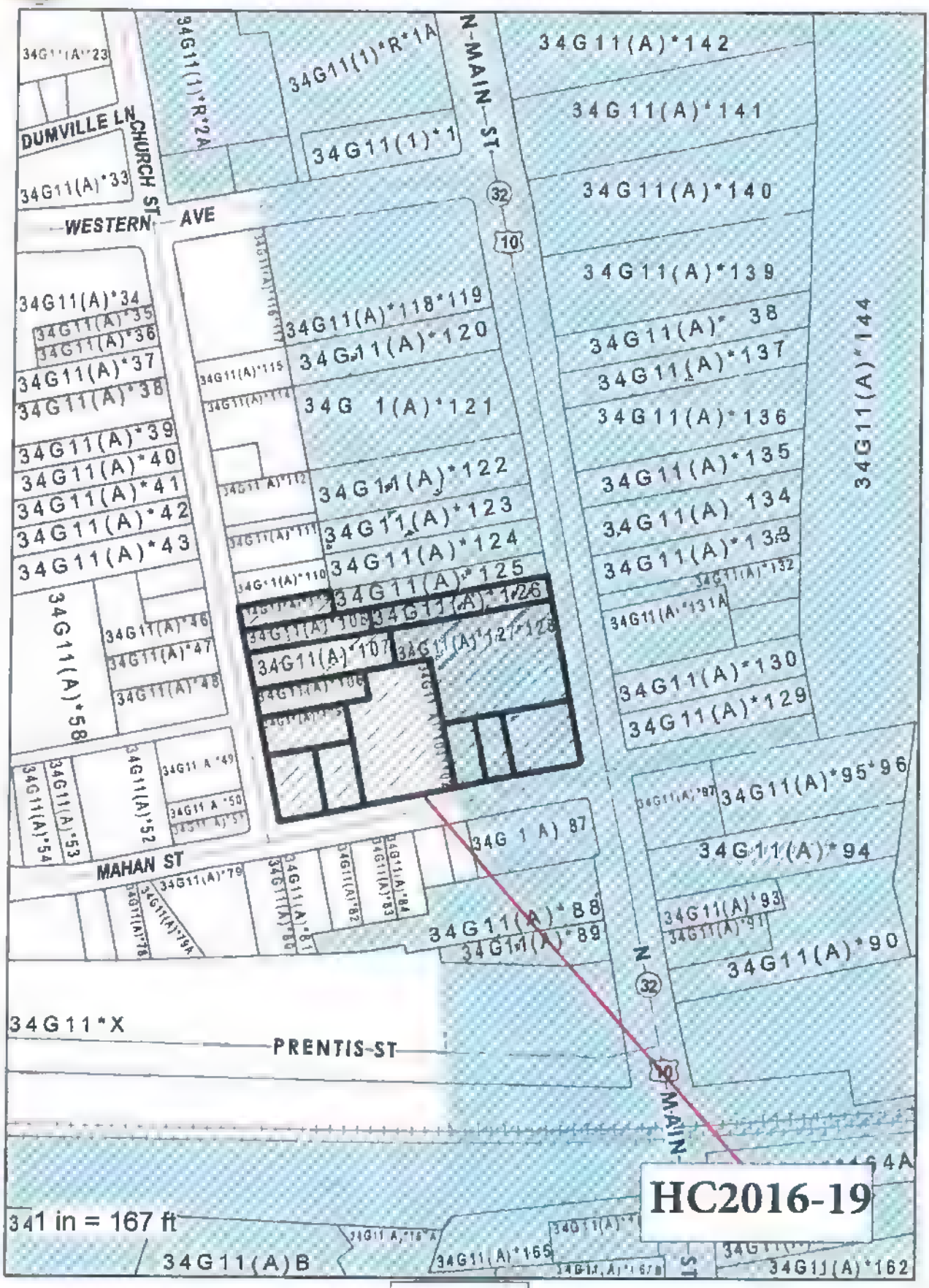
1 inch = 200 feet

City of Suffolk GIS

Updated Sept. 22, 2011

Suffolk

GENERAL LOCATION MAP



HC2016-19

HC2016-19

(4)

Landscape Plan

CONCEPTUAL SITE LAYOUT & LANDSCAPE PLAN OF

FIRST BAPTIST CHURCH MAHAN

112 MAHAN STREET
SUFFOLK, VA

Site Data

Site Area:	± 1.92 Ac
Tax Map:	34G11(A)*101*102 (Main Parcel)
Existing Zoning:	CBD & RU with HC Overlay
Existing/ Proposed Use:	Church
Existing Building Size:	± 7,400 SF (To Remain)
Proposed Building Size:	± 12,700 SF (450 Seats)
Required Parking:	113 (1 Space/4 Seats)
Provided Parking:	81 Spaces On Site 32 Spaces Off Site Municipal Lot 113 Total

Legend Key

1. [illegible]
2. [illegible]
3. [illegible]
4. [illegible]
5. [illegible]
6. [illegible]
7. [illegible]
8. [illegible]
9. [illegible]
10. [illegible]
11. [illegible]

DATE: 07/29/16

EXHIBIT FOR CONDITIONAL USE PERMIT

1 INCH = 20 FT

MSA, P.C.

Environmental Sciences • Planning • Surveying
Civil & Environmental Engineering • Landscape Architecture

5651 Rosser Drive, Virginia Beach, VA 23462
757-490-0264 (Office) 757-490-0634 (Fax)
www.msaesince.com

HC2016 19

5

MAHAN STREET
FIRST BAPTIST CHURCH

HC2016-19

HC2016-19

HC2016-19

(4)

Landscape Plan

CONCEPTUAL SITE LAYOUT & LANDSCAPE PLAN OF

FIRST BAPTIST CHURCH MAHAN

112 MAHAN STREET
SUFFOLK, VA

Site Data

Site Area:	± 1.92 Ac
Tax Map:	34G11(A)*101*102 (Main Parcel)
Existing Zoning:	CBD & RU with HC Overlay
Existing/ Proposed Use:	Church
Existing Building Size:	± 7,400 SF (To Remain)
Proposed Building Size:	± 12,700 SF (450 Seats)
Required Parking:	113 (1 Space/4 Seats)
Provided Parking:	81 Spaces On Site 32 Spaces Off Site Municipal Lot 113 Total

Legend Key

1. [illegible]
2. [illegible]
3. [illegible]
4. [illegible]
5. [illegible]
6. [illegible]
7. [illegible]
8. [illegible]
9. [illegible]
10. [illegible]
11. [illegible]

DATE: 07/29/16

EXHIBIT FOR CONDITIONAL USE PERMIT

1 INCH = 20 FT

MSA, P.C.

Environmental Sciences • Planning • Surveying
Civil & Environmental Engineering • Landscape Architecture

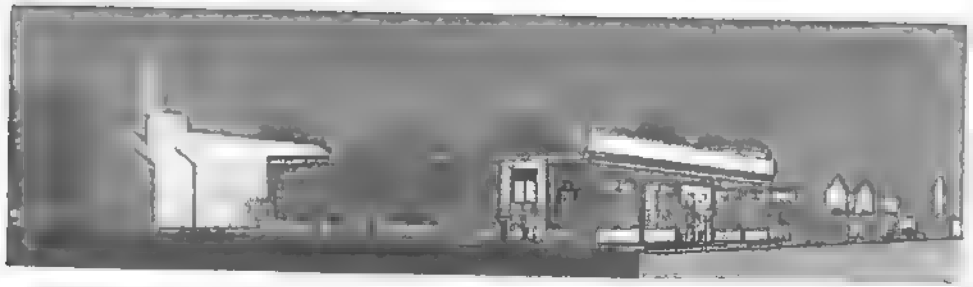
5651 Rosser Drive, Virginia Beach, VA 23462
757-490-0264 (Office) 757-490-0634 (Fax)
www.msaesince.com

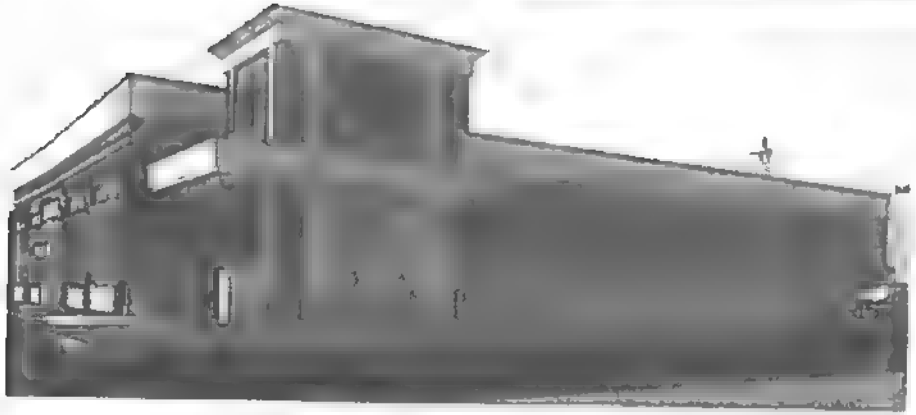
HC2016 19

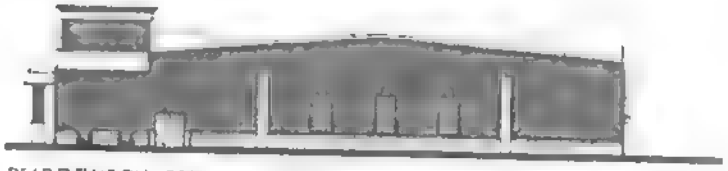
5

MAHAN STREET
FIRST BAPTIST CHURCH

HC2016-19







REAR ELEVATION OPPOSITE OF MAIN STREET

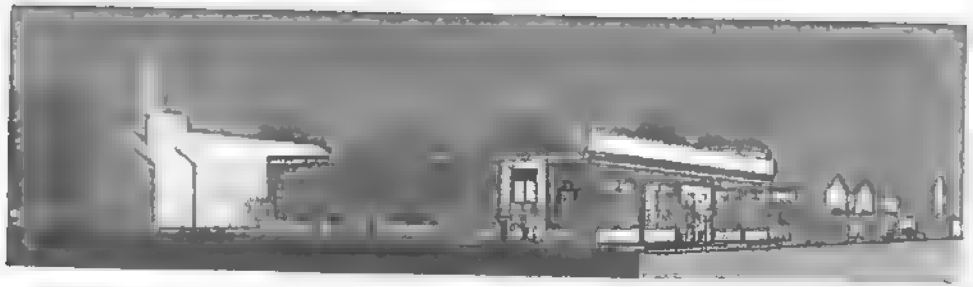
PHASE
1

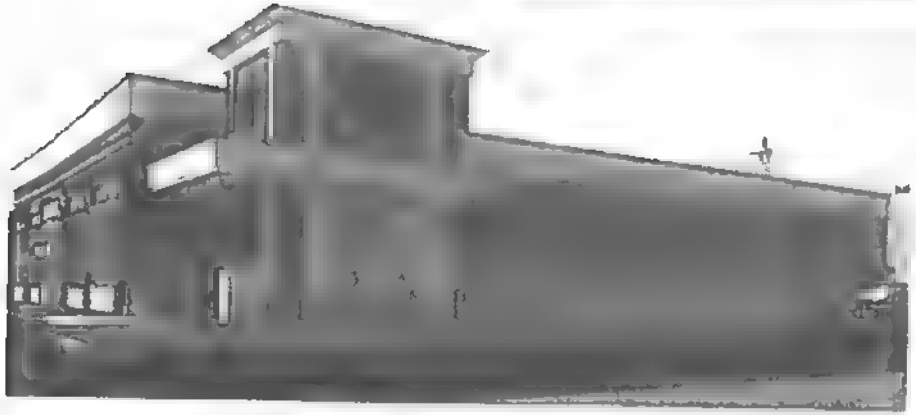
08/23/2016 - MAIN OPTION

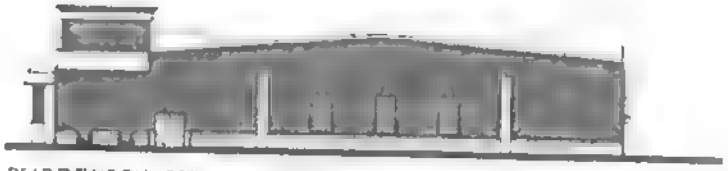
CDS

FIRST BAPTIST CHURCH MAHAN

HC2016-19







REAR ELEVATION OPPOSITE OF MAIN STREET

PHASE
1

08/23/2016 - MAIN OPTION

CDS

FIRST BAPTIST CHURCH MAHAN

HC2016-19

5

Exterior Signage.

HC2016-19

Property Maintenance Code Enforcement Update
October 2016

ADDRESS	CODE VIOLATION(S)	STATUS
243 PINNER ST	PROPERTY MAINTENANCE	NOTICE OF VIOLATION TO BE ISSUED
107 OAKDALE TERRACE	GRASS/WEEDS	IN COMPLIANCE
109 OAKDALE TERRACE	GRASS/WEEDS	NOTICE OF VIOLATION ISSUED
215 GRACE ST	PROPERTY MAINENANCE	NOTICE OF VIOLATION ISSUED
221 BANK ST	PROPERTY MAINTENANCE	IN COMPLIANCE
224 PINNER ST	PROPERTY MAINTENANCE	NOTICE OF VIOLATION ISSUED
222 PINNER ST	PROPERTY MAINTENANCE	SCHEDULED FOR COURT 12/1/16
131 CLAY ST	PROPERTY MAINTENANCE	SCHEDULED FOR COURT 10/6/16
219 BANK ST	PROPERTY MAINTENANCE	SCHEDULED FOR COURT 10/6/16

Zoning Report - HLC
General District Court Docket
October 2016

PROPERTY OWNER(s)	LOCATION	VIOLATION(s)	JUDGEMENT	INSPECTOR
Suffolk Tower Holdings LLC	181 N Main St	Zoning - replacing windows, no COA	Cont 11/3/16	Ricky
Nansemond Wharf Southside Properties	216 Bank St	Zoning - Missing features, no COA	Pending	Ricky
Lakeisha Bradley	302 Bank St	Zoning - Replacing porch decking, no COA	Under NOV	Ricky

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00013AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 112 South Broad Street

Property Owner: Floyd and Christine Irby

Property Owner's Address: 112 South Broad Street, Suffolk, VA 23434

Property Zoning Map Identification: 34G16(6)A*8A*9

Property Zoning: RM, Residential Medium, and HC, Historic Conservation Overlay

The following action/conditions are approved:

1. Removal of existing 6' wooden privacy fence on the subject property and replacement with 6' wooden privacy fence in the side and rear yards as shown in the approved attachments.
2. Fence shall be finished with medium brown stain.
3. Any additional exterior improvements shall require a Certificate of Appropriateness.
4. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE APPLIED FOR AND GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Bldman
(Zoning Administrator)

Date: 7-7-16

Signed: [illegible]
(HLC Secretary)

Date: 7/7/2016

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00014AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 306 West Washington Street

Property Owner: Charles D. Parr, Sr.

Property Owner's Address: 3515 Robs Drive, Suffolk, VA 23434

Property Zoning Map Identification: 34G17(A)*133

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay

The following actions/conditions are approved:

1. Installation of one wall-mounted wooden sign, 12.8 square feet (77" x 24") in size, which is to be mounted on façade as shown in the approved attachment. Any existing signage must be removed prior to installation of this sign.

2. The sign will utilize white lettering and black outline on backgrounds of Palace Ballroom Wallpaper Prussian Blue (CW611) and China Closet Red (CW103), with details in Stencil Square Wallpaper Blue (CW610) and Wythe House Gold Medium Light (CW311) or equivalent from the approved Williamsburg color palette, as shown in the approved attachment.

3. The sign may not be illuminated.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 7-28-16

Signed: [illegible]
(HLC Secretary)

Date: 7/28/16

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00015AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 521 West Washington Street

Property Owner: Janet S. Brown Trust

Property Owner's Address: 2313 Walke Street, Virginia Beach, VA 23451

Property Zoning Map Identification: 34G16(A)*12

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay

The following action/conditions are approved:

1. Installation of new wooden sign, 8.33 square feet (48" x 30.5") in size, which is to be mounted on an existing metal bracket attached to free-standing wooden post.
2. The sign will utilize a white background with lettering and details in colors from the approved Williamsburg color palette, as shown in the approved attachment.
3. Any existing signage must be removed prior to installation of this sign.
4. This sign will not extend over the sidewalk.
5. The sign may not be illuminated.
6. Installation of a new window sign, 0.66 square feet (15" x 6.75') in size, to be affixed to the front storm door. This sign will utilize white lettering.
7. Installation of a new window sign listing hours of operation to be affixed to the front storm door. This sign will also utilize white lettering.
8. The total area of the proposed window signs may not exceed 10% of the window area, or 1.59 square feet, as shown in the approved attachments.
9. Approval of a sign permit must be secured from the Community Development Division prior to installation.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 7-22-16

Signed: Claire
(HLC Secretary)

Date: 7/22/16

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00016AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 106 Brewer Avenue

Property Owner: Norbert and Garon Faye Trojanowski

Property Owner's Address: 106 Brewer Avenue, Suffolk, VA 23434

Property Zoning Map Identification: 34G17(2)B*6

Property Zoning: RM, Residential Medium District and HC, Historic Conservation Overlay

The following action/conditions are approved:

1. The pool and deck will be located in the rear yard and are screened from public view by an existing privacy fence.
2. The deck will not be attached to the main dwelling or the existing rear deck.
3. No portion of the pool or deck may be closer than 7 feet from the property line.
4. The deck will be stained in a color similar to the existing deck.
5. Any additional improvements shall require a Certificate of Appropriateness.
6. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 9-9-16

Signed: [illegible]
(HLC Secretary)

Date: 9/9/16

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00018AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 119 East Washington Street

Property Owner: Charles Parr

Property Owner's Address: 1119 Pine Valley Drive, Suffolk, VA 23434

Property Zoning Map Identification: 34G18(A)*285

Property Zoning: CBD, Central Business District and HC, Historic Conservation Overlay

The following action/conditions are approved:

1. Roof over of the existing standing seam metal roof with a white TPO membrane roofing material.
2. Installation of new drip edge metal at eave perimeters and steel counter flashing on side wells.
3. Any additional exterior improvements shall require a Certificate of Appropriateness.
4. All required permits shall be obtained from the Community Development Division by contacting them at 757-514-4150.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 09-07-16

Signed: [illegible]
(HLC Secretary)

Date: 9/7/16

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00020AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 447 West Washington Street

Property Owner: The First Lady, LLC

Property Owner's Address: 104 South Broad Street

Property Zoning Map Identification: 34G17, Block A, Parcel 201

Property Zoning: CBD, Central Business District & HC, Historic Conservation Overlay District

The following actions/conditions are approved:

1. Replace the garage door with a like-kind wooden door.
2. Paint the exterior of the garage door with like colors from the approved Sherwin Williams Exterior Color Preservation Palette – Palace Arms Red (CW109) or equivalent.
3. No further exterior improvements permitted without the issuance of a Certificate of Appropriateness.
4. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 9-21-16

Signed: [illegible]
(HLC Secretary)

Date: 9/21/16

HISTORIC CONSERVATION OVERLAY DISTRICT
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HC2016-00021AD

THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES

This is to certify that the structure located at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 302 N. Main Street

Property Owner: Joshua I, LLC

Property Owner's Address: 133 Mt. Pleasant Road, Chesapeake, VA 23332

Property Zoning Map Identification: 34G18, Block CC, Parcel 1

Property Zoning: CBD, Central Business District & HC, Historic Conservation Overlay District

The following actions/conditions are approved:

1. Repaint the exterior with colors from the approved Williamsburg Color Collection and Sherwin Williams Exterior Color Preservation Palette – Rockwood Blue Green (SW2811) or equivalent for the main siding (wall color) and Outside White (CW712) or equivalent for the trim, windows, cornices, porch railings and other decorative elements.

2. No further exterior improvements permitted without the issuance of a Certificate of Appropriateness.

3. All required permits shall be obtained from the Community Development Division.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed: Donna Coleman
(Zoning Administrator)

Date: 9-21-16

Signed: [illegible]
(HLC Secretary)

Date: 9/21/16